

Input Controls

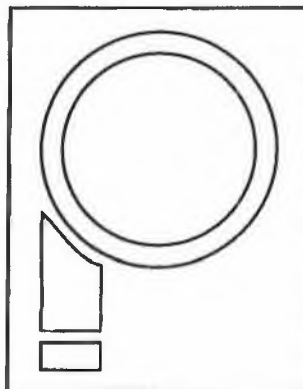
IN-03-0990

Using the trackball and the terminal keyboard

The Macintosh terminal is operated by an expanded typewriter keyboard and a trackball. In addition to the main keys, the terminal keyboard has a numeric keypad, a block containing cursor keys and a row of function keys.

The trackball

As the trackball rolls, the screen cursor—an arrow or a crosshair—moves around the screen.



When the cursor is over an item—a button on a display or a command from a menu—you click the large button to select that item. The item highlights to indicate that it is selected. If you click and hold the large button while you roll the trackball, you can drag the item. In many displays, for example, you can click a time in a field and drag it to another field instead of typing in the time. On other displays, you can drag an icon from one position to another.

On the pulldown menus located at the top of the terminal screen, you click and hold the button to open the menu and see the available commands. (See “Pull-down menus” below.)

The small button on the trackball unit locks a selected item so that you don’t have to hold the large button. To unlock the selected item, you click the small button a second time.

Main keys

The main key block on the terminal keyboard resembles a regular typewriter keyboard.



The following list describes the special keys.

- | | |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Capslock | Press to type only upper case letters. Press again to return to lower case. |
| Control | Hold down while you press another key to send a non-printing command. These commands appear in the format Ctrl-L. |
| Delete | Press to erase the character immediately to the left of the cursor. |
| Option | Hold down while you press another key to send an "option" command. These commands appear in the format Option-J. |
| Return | Press to enter commands or complete lines of text. |
| Shift | Hold down while you press another key to type in upper case, to type the upper symbol on the symbolic keys or to send a "shift" command. Shift commands appear in the format Shift-E. |
| Spacebar | Press to scroll through some menu selections. |
| Tab | Press to move between fields on a display. |
| ⌘ | Hold down while you press another key for a non-printing command. These commands appear in the format Command-6. |

Using the trackball and the terminal keyboard (con't)



Cursor key block and numeric keypad

Immediately to the right of the main keys of the terminal keyboard are the cursor keys and other command keys.

- Help** Press to display a list of terminal keyboard commands that are used frequently. Click anywhere on the display to clear it from the screen.
- Home** In the Screen Editor, press to return the cursor to the command column.
- del** Moves cursor to previous field.
- Page Down** In the Monitor, press to advance one line at a time. In Music Printing, use to select a library.
- Arrow keys** The arrow keys can perform a variety of functions by themselves and combined with other keys. In the RTP system, they move the cursor in the direction of the arrow.

The rightmost block of keys contains the **numeric keypad**. The top row of keys in this block can be used to send F1, F2, F3 and F4 commands (see "Function keys" in this section for a description of the commands). Other keys in this block are used to enter numeric values and commands in the Music Printing Option.

When using the RTP system, press the **Enter** key to move to the Main or Welcome Menu from any other RTP display. (See the following section, "Using the RTP software.")

Function keys

Across the top of the terminal keyboard are 15 function keys (F1–F15). F1–F4 and F15 operate from all software modules; F5–F12 only function on the Audio Event Editor's Cue Editor panel.



- F1** Moves from the RTP system or Music Printing to the Reverse Compiler.
- F2** Moves to the RTP system.
- F3** Moves from the RTP system to Music Printing.
- F4** Moves to the Signal File Manager.
- F5** Selects the Cue In time on the Cue Editor.
- F6** Selects the Edit In time on the Cue Editor.
- F7** Selects the Edit Out time on the Cue Editor.
- F8** Selects the Cue Out time on the Cue Editor.
- F9** Plays from the selected time on the Cue Editor.
- F10** Stops cue playback on the Cue Editor. Toggles to continue playback.
- F11** Plays to the selected time on the Cue Editor.
- F12** Toggles between scan and scrub mode on the Cue Editor.
- F15** Freezes and unfreezes a scrolling screen.

Menus and displays

Edit	
Undo	⌘Z
Cut	⌘X
Copy	⌘C
Paste	⌘V
Clear	

The Edit menu

Pulldown menus

A horizontal **menu bar** appears at the top of the terminal screen. Using the trackball, you can **pull down** any menu to view the commands available from that menu. The menu titles change when you change software modules. Pulldown menus contain a variety of commands used to operate the system.

Some commands can be executed directly from the terminal keyboard without pulling down the menu. The keyboard equivalents of these commands appear in the menu after the commands.

To select a command from the menu

1. Click and hold a heading in the menu bar.

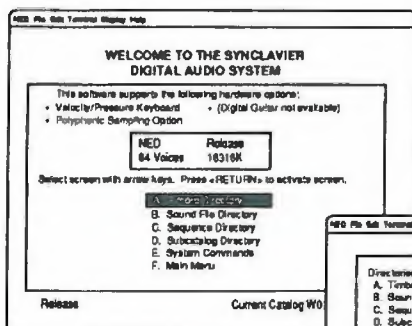
The menu selections appear with available commands in black. Commands not currently available are dimmed.

2. Drag to select a command and release the trackball button.

The command is executed.

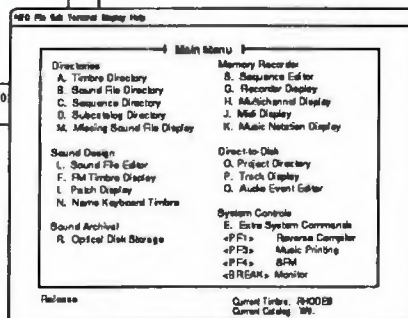
The Real-Time Performance menus

When you first start your system, the Welcome Menu appears on the terminal screen and the RTP software is active. You can choose from a variety of directories and displays listed on the Welcome Menu and Main Menu.



The Welcome Menu

The Main Menu



Use one of the following methods to select a directory or display.

- Type the letter that precedes the desired display or directory.
- Press the arrow keys to move the cursor (a flashing rectangle) to your selection. Then press Return.
- Select the display or directory with the trackball.

Use one of the following methods to return to the Main Menu from the selected display.

- Press Enter.
- Select the exit box with the trackball.

Menus and displays (con't)

Four real-time performance displays:

Sound Editor

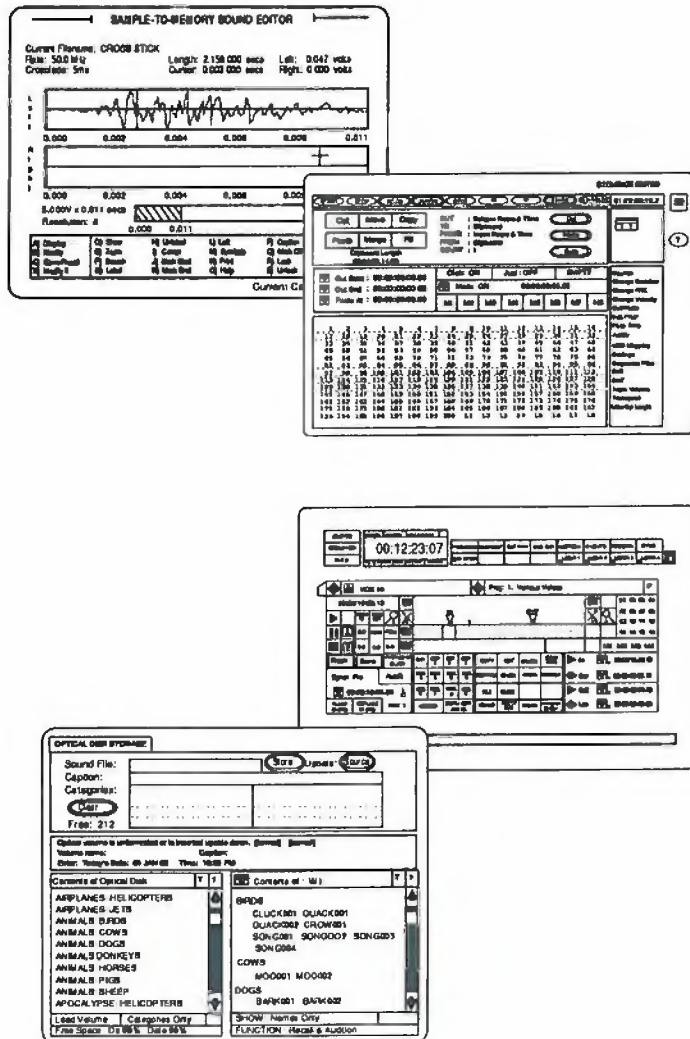
Sequence Editor

Audio Event Editor with Cue Editor

Optical Disk Display

Real-time performance displays

Each set of tasks that you perform with the Synclavier or the Direct-to-Disk has its own display or set of displays.



Switches

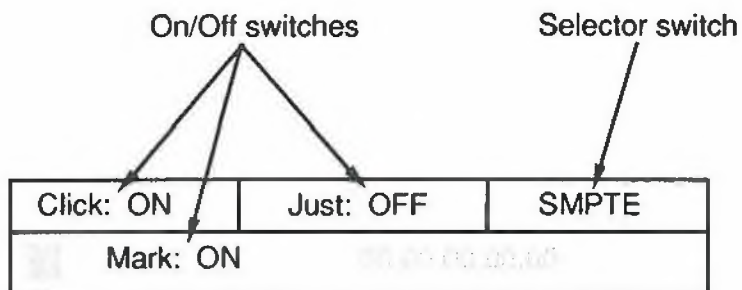
Some RTP Displays contain switches. You can use the trackball to **scroll** forward or backward through a set of options available on a screen switch.

1. Click the hold the switch with the trackball.
2. Roll the trackball right or left to change the switch setting.
3. Release the button to make the selection.

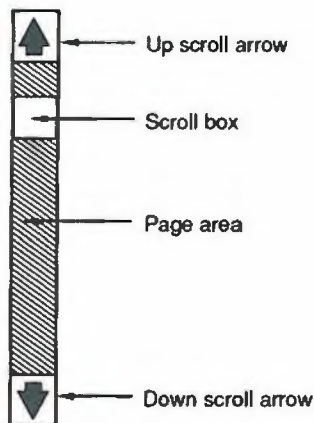
You can use the trackball and terminal keyboard to step through the options available on a screen switch.

- Press and hold the \mathfrak{H} or Option key while you click the large trackball button over the switch.

The switch selections step forward and backward.



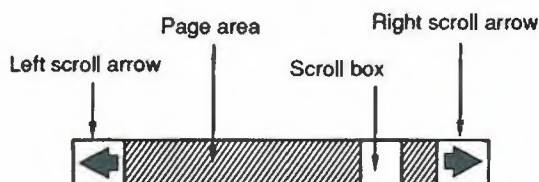
Menus and displays (con't)



Scroll bars

Some displays contain horizontal or vertical **scroll bars**, which allow you to move forward or backward through the display. You can use a scroll bar in several ways.

- Step backward or forward slowly by clicking the **scroll arrow** at either end of the scroll bar.
- Scroll backward or forward slowly by clicking and holding one of the **scroll arrows**.
- Go directly to a location by dragging the **scroll box** to a different position.
- Page backward or forward by clicking the area between the scroll box and either end of the scroll bar.

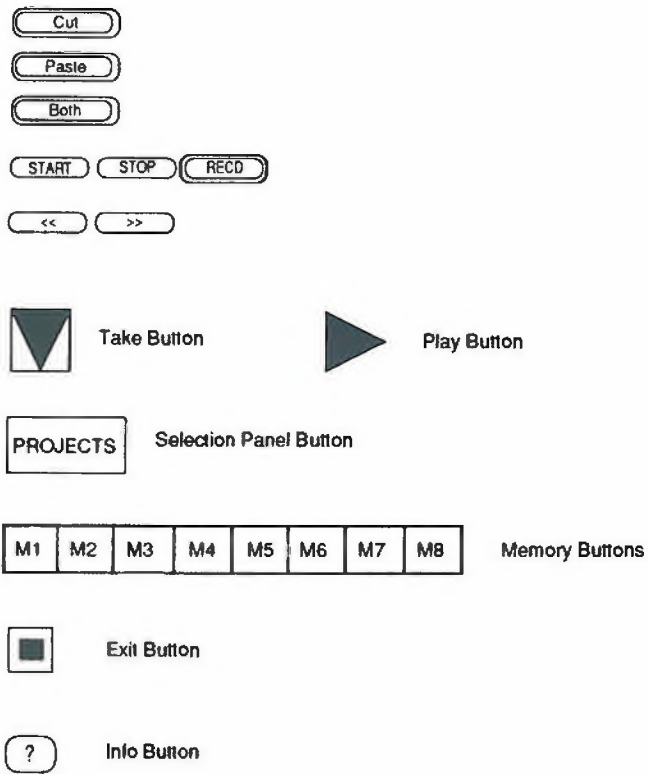


Buttons

Many displays contain buttons of various shapes and with different labels. Clicking certain buttons executes a command or function, such as searching for a sound file or playing a cue. Other buttons store information.

A special button, called a **Take button**, is located on the terminal screen adjacent to the field which it affects. Take buttons operate in several ways. Sometimes a Take button places a value, such as the current play time, into the field adjacent to it. At other times a Take button takes the value in the adjacent field and stores it or places it in some other field.

For information about how buttons on specific displays operate, refer to the documentation for that display.



Using the RTP system

Note: In some cases, you can also drag values from one field to another.

Note: You can restore the previous value to a field by toggling the following commands.

- Press Control-D, Control-E or Control-X.

Entering text and values

Some RTP displays contain information areas, called fields, that hold values or text into which you can enter a new value or text.

1. Click the desired field.
2. Type the value or text entry and press Return.

Valid values or text are entered in the field. Invalid entries evoke an error message and the information is ignored.

You can increment values in a time fields.

1. Select the desired segment (for example, the minutes segment in a SMPTE time field).
2. Press and hold the ⌘ or Option key while you click to increase or decrease the segment number.

In some displays, you can enter text or values entirely from the terminal keyboard, without using the trackball at all.

1. Select the desired field using the arrow keys.
2. Press the Tab key to enter the overstrike mode (in which any typed character replaces the one at the cursor, which advances to the next character).
3. Move to the text or value to be changed. Tab to move by words or numeric segment; use the arrow keys to move character by character. At the end of the field, the cursor wraps.
4. Type the desired text or value and press Return.

After you press the Tab key, you can move the cursor to the next colon or decimal point.

- Press : (the colon key) or . (the period key).

Advanced editing techniques

After pressing the Tab key, you can use the Control key for more advanced editing techniques.

command	result
Control-A	Toggles between insert and overstrike mode in a text field.
Control-D	In overstrike mode, moves the cursor one character to the right. In insert mode, erases one character to the right of the cursor.
Control-E	Deletes all characters to the right of the cursor.
Control-I or Tab	Advances the cursor to the next segment within the field.
Control-H	Moves the cursor one character to the left.
Control-L	Moves the cursor one character to the right.
Control-R	Cursor moves to the first character in the segment.
Control-X	Erases the entire entry and exits the edit mode.
Delete	In overstrike mode, moves the cursor one character to the left. In insert mode, erases the character to the left of the cursor.